

Washington State Department of Health Tobacco Prevention and Control Program Implementation Advisory Committee

CHARTER

Convened – November 2001

BACKGROUND:

The Tobacco Prevention and Control Program (TPCP) Implementation Advisory Committee (IAC) is a group of contractors and stakeholders representing groups that are committed to reducing tobacco use in Washington State. The Department of Health (DOH) in 1999 convened the Tobacco Prevention and Control Council to develop a plan for a comprehensive, science-based program using funds appropriated by the Legislature from the Master Settlement Agreement. The Council was adjourned in September 2000 after revising the \$26 million original plan to fit the reduced funding level of \$15 million.

Implementation of the TPCP began in July 2000. Capacity has been built both at DOH and at communities across the state to achieve the four goals identified by the Council:

- Prevent youth initiation of tobacco use
- Promote quitting among adult and youth smokers
- Eliminate exposure to environmental tobacco smoke
- Eliminate disparities in tobacco use among different population groups

ROLES AND RESPONSIBILITIES:

The TPCP Implementation Advisory Committee has an advisory relationship with the program. It is responsible for:

- Providing advice to the Program Manager and staff on issues of program implementation.
- Providing input to facilitate collaboration between DOH and community partners.
- Providing input to facilitate collaboration among community partners including Tribes, Local Health Jurisdictions, community-based agencies, and Educational Service Districts and school districts.
- At least one IAC member from each of the nine regions (based on Educational Service Districts) will be liaisons between IAC and contractors in that region. Liaison roles include presenting IAC meeting summaries at regional meetings, gathering input from contractors on issue follow-up and agenda topics, and generally being an active link between IAC and contractors. Liaisons will be designated by IAC membership and serve in that role for one year.

MEMBERSHIP:

The IAC consists of approximately 22 adults and youth who are representative of program contractors and youth coalitions. Members are selected by DOH and serve either a one or two-year term.

MEETING PROCESS:

The Program Manager will convene the IAC 3 to 4 times annually. Meetings will be held in the Puget Sound area. Travel expenses for members will be reimbursed upon request. TPCP provides the staffing support for the meetings.